

**Central Florida Community Action Agency (CFCAA), Inc.
Monthly Meeting of the Board of Directors**

2020 NE 15th Street
Gainesville, FL 32609

December 20, 2016

Members Present: Lena Smith, Eddie Jean Williams (Treasurer), Alena Lawson (Chair), Marlon Gayle (Secretary), Carl "Dick" Tummond and Caronne Rush (Vice Chair)

Staff Present: Charles J. Harris, Jr. (Chief Executive Officer), Amy Tyson (Chief Financial Official), Carressa Hutchinson (Director of Family Services), Tiffany McKenzie (Director of Community Development), Steve Kay (Director of Housing Initiatives), Sharon Thames, Casey Birmingham, Ebony James (Recorder), Rachael Washington, Patricia O'Neil, Teresa Salinas, Lori Keef, April Brown, Mandy LaRoy, Donna Cross, Mark Rantz, Katrina Bowers, and Shanele McNeil.

Absent: N/A

Members Of The Public: Monica Bryant, Dale Harris, Scot Quintel

I. Call to Order

Ms. Lawson called the meeting to order at 10:02 a.m. A quorum was present.

II. Invocation

III. Pledge of Allegiance to the Flag of the United States of America

IV. Notice and Welcome

A. Welcome

B. Statement of Notice

C. The Promise of Community Action

D. Members of the Public Shall Be Given an Opportunity to Speak for a Maximum of Three (3) Minutes during the Meeting on any Agenda Item Requiring Board Action.

N/A

V. CONSENT AGENDA (See Board Packet):

Motion was made by Ms. Smith to approve the Consent Agenda and the motion was seconded by Mr. Gayle. Motion unanimously approved. Motion carried.

VI. ACTION ITEMS:

A. October & November Financial Statements, Amy Tyson, CFO

Motion was made by Mr. Tummond to formally approve the October financial statement and 2016-17 budget and was seconded by Ms. Smith. Motion unanimously approved. Motion carried.

Motion was made by Ms. Smith to formally approve the November financial statement and was seconded by Ms. Rush. Motion unanimously approved. Motion carried.

B. December 15th Nominating and Personnel Committee Meeting Minutes & other Action Items and Recommendations

Mr. Gayle, Chair of the Nominating & Personnel Committee, brought to the Board the following recommendations from the N & P meeting:

- 1) Approval of United Way of Marion County to hold the CFCAA Marion County Private Sector Board seat
- 2) Approval of Scot Quintel as the representative for United Way of Marion County
- 3) To amend the language of the CFCAA Bylaws to state the following regarding low income representatives:

"Representatives of low income individuals and families be chosen in accordance with democratic selection procedures. This includes those democratically elected during an election held at a location frequented by low income individuals and individuals selected based on election to a position of responsibility in another significant service or community organization that serves low income individuals"

- 4) Approval of the Greater Duval Neighborhood Association to hold the CFCAA Alachua County Low Income Board seat

The Board voted unanimously in favor of the N & P committee's recommendations of UWMC holding the Marion County Private Sector Board seat with Scot Quintel as their representative, to amend the bylaws language regarding low income representatives, and for GDNA to hold the Alachua County Low Income Board seat. Motion carried.

VII. REVIEW (no action needed):

A. Program Reports:

- a) CSBG
- b) LIHEAP
- c) WAP

B. Committee Assignments – Alena Lawson (Chair)

C. CEO Report – Charles Harris

D. Board Chair Report – Alena Lawson (verbal)

Board Chair Alena Lawson recognized retiring Board members Lena Smith and Monica Bryant and presented them with plaques in honor of their service and contributions to the agency.

VIII. Next Meeting

February 23rd, 2017 Board of Directors meeting room, SFC Blount Center 410 NW 6th Street, Gainesville, FL, 32601.

IX. Board Training Opportunities

1. Community Foundation of North Central Florida Board Development trainings
2. Florida Association of Community Action (FACA) Conference, May 9-12, Jacksonville
3. CAP LAW National Training Conference, June 7-9, Denver CO.

If you have any questions or would like additional information regarding any of the training opportunities, please contact Charles Harris or Ebony James

X. Adjournment

Meeting was adjourned at 10:43am

These minutes were approved at the February 23rd, 2017, regular scheduled board meeting.

Horlow Gayle
Secretary

February 23, 2017
Date